

**GEORGIA MOUNTAINS REGIONAL COMMISSION
GEORGIA MOUNTAINS WORKFORCE DEVELOPMENT
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October 30, 2014**

Minutes

The Georgia Mountains Regional Commission Workforce Development Board (GMWDB) met on October 30, 2014 at 3:30 PM. The meeting was held at the Forrest Hills Mountain Resort and Conference Center located in Dahlonega GA. Handouts were made available as visual aids. Also, a sign-in sheet was distributed and the following were present:

Members Present

Charlie Auvermann
Tim Bala
Mike Berg
Thomas Bridges
David Cagle
Bill Chafin
Rex Farmer
Andrea Gibby, Chair
Mitch Griggs
Peter Hill
Mark Ivester
Danny Lewis
Deborah Mack
Sam Norton
Dean Scarborough
Ken Schubring
Danette Smith
Will Wade

Staff

Diana Eddins-Wiggin
Diane Jackson
Jessica Williams
John Phillips
Josette Jeanis

Guest

Jane O’Gorman
George Nolan

Call to Order/Welcome

Chair Andrea Gibby called the meeting to order and welcomed the attendees. She recognized new Adult/Dislocated Case Manager, Josette Jeanis, and guest, Bowersville Commissioner George Nolan and Jane O’Gorman, University of North Georgia. She thanked everyone for their attendance. A quorum was established.

New Business

Local Readiness for Workforce Innovation and Opportunity Act

WD Director, John Phillips explained WIA would cease to exist on June 30, 2015. He directed the Board to the section in their handout which showed a list of topics on how prepared WD would be for the new changes for Workforce Innovation and Opportunity Act (WIOA). The United States Department of Labor (USDOL) met with two WIA areas and distributed the Local Readiness questioners. USDOL wanted to know how ready WIA areas were in preparing for the new changes for WIOA. He stated that none of the WIA areas were ready at the present time. John explained that WD would be required to be integrated with all of our partners. This week information was sent out regarding how much money WD would have for the changeover. Under the new rules, the Board would have to be renominated and the CLEO agreement must be redone. Major changes will also take place in the Youth Department. The new regulations would be forthcoming in January. WD would be required to put out an RFP for the One Stop and WD would have to pay for the services. Mike Berg asked, who would be responsible to do the RFP? John stated that the Board would be required to do the RFP. The only agencies that could not bid on the RFP would be the school systems. WD would be required to redo all partner contracts. One of the new laws would allow WD to transfer 100% of the funds between Adult and Dislocated Worker Fund category. Mitch Griggs asked about the computer integration and who would be responsible for handling this. John stated that the State would be in control of the computer integration.

Georgia Department of Economic Development, Workforce Division Review

Chair Gibby informed the Board that the Georgia Department of Economic Development - Workforce Division auditors has been in the GMRC offices this week performing the WD audit. The final audit results would be available in two to three weeks. Danny Lewis stated that two auditors had been at the GMRC office and one at the WD office since Monday. A meeting is scheduled for Friday morning to review the results.

Habersham County Career Expo/Job Fair

Chair Gibby directed the Board to a copy of the newspaper article included in their packet of the Habersham County Career Expo and Job Fair. She suggested that the Board review the article and also informed the Board that next week there would be a Job Fair at Lanier Technical College and a Veterans Job Fair at the Gainesville Career Center. Danette Smith stated that the Veterans Job Fair would be on Thursday from 9:00 AM until 12:00 PM. They have twenty one employers that would be attending. Ms. Smith stated that she had flyers that gives information on the Job Fair if anyone would like some to hand out. John Phillips stated that WD will have the mobile units at the Career Center on Tuesday to help Veterans prepare their resumes. This would allow the Veterans to hand out their resume to the employers on Thursday at the Job Fair.

Performance for PY13

Diana Eddins-Wiggin, Adult/Dislocated Worker Supervisor directed the Board to their handout showing the final performance report. The final report showed WD is now exceeding overall for last year's performance. She stated that the goals set for next year are higher. Hopefully, WD will be able to meet them as well. John explained that when WD exceeds their performance the State would increase the performance measure for WD to be met.

Adult/DW Program Update

Ms. Eddins-Wiggin informed the Board that in their handouts were numbers of Adults and Dislocated Workers that were currently being served with occupational skills training by county. She stated that looking back at prior numbers WD has grown. Sam Norton stated that when GMRC took the program over that WD was only assisting individuals in three of the thirteen counties. He stated that now that GMRCWD is exceeding performance the State is changing the rules. He stated that it is really wonderful that WD now has individuals in thirteen counties. Diana also informed the Board that since July 1st, 631 potential applicants have attended the Overview sessions during PY2014 and 115 of those have completed the application process to date.

Rapid Response Update

Chair Gibby gave an update on Rapid Response. She stated that Navitor, a commercial printing company located in Alto, Georgia, announced on October 7, 2014 that the company would be downsizing and laying off approximately sixty people. This company does printing for Office Max and Office Depot. Chair Gibby asked if anyone knew of any jobs to let WD know in order to start helping these people. John stated that Dan Thornton, Rapid Response Coordinator contacted the company to organize and hold a Rapid Response meeting for these employees on October 17th. Representatives from HomeSafe Georgia, North Georgia Technical College, and the Department of Labor attended the meeting to inform the employees of the services that would be available. Chair Gibby also informed the Board that WD was able to successfully video record the HomeSafe Georgia presentation and uploaded it to the WD WIA YouTube website for any employee who was not able to attend the meeting.

Term Expiring for Board Members

Chair Gibby stated that the Board has ten members that have expiring terms for the month of October. The list was sent to the Chief Local Elected Official Chair, Mike Berg. Nine of the ten were approved to be nominated to serve for another term. One of the ten, Dale Harrell was not nominated. Ken Schubring made a motion to approve the nine members to serve another term. Sam Norton seconded and the motion passed unanimously.

Plan Update

The Plan was updated on page 13, Financial and Program Oversight, to add "Chief Local Elected Official must approve and sign budget" and on the top of page 14, "Chief Local Elected Official". This change was requested at the July Board meeting. Bill Chafin made a motion to accept these changes. Peter Hill seconded and motion passed unanimously.

Budget

John Phillips directed the Board to the spreadsheet included in their handouts. He informed the Board that a new column was added at the request of the Board at the July meeting. The column that was added shows the total number of participants being served by that fund category. For the Adult funds, the total number of participants would be 275 and the amount expensed to date was \$834,276.46. This comes out to be an average of \$3,333.37 per participant. For the Youth funds the number of participants was 171 and the total expensed was \$661,997.03 which would be an average of \$3,871.33 per participant. The total number of participants being served under the Dislocated Worker funds was 110 and the total funds expensed for the DW fund category is \$305,470.40 which averages to \$2,777.00 being expensed per participant. John explained that the totals also include employee payroll and rent. John asked the Board if this information was what they were looking for. Will Wade stated the information provided was what he had requested and it helped him have a sense of how the money was being spent. John informed the Board that WD was currently on schedule to have all funds expensed by the end of the year.

Discussion on Manufacturing Specialist Program

Chair Gibby informed the Board of an item addition to the agenda which would be a discussion of a new program being offered at Lanier Technical College (LTC) and North Georgia Technical College (NGTC). She stated that Mark Ivester with NGTC and Tim Bala, with LTC, would be explaining the new Basic Manufacturing program. Mark Ivester stated that he attended an Economic Development Council meeting in September and that was where the new program was started. The program is an entry level training for manufacturing. Mark stated that NGTC researched and found a nationally recognized credential called Certified Production Technician. NGTC would administer the assessments at the college. There are four modules that the students would have to pass and soft skills are also embedded within the program. NGTC currently has one company that has contracted with the school to train eight of their employees. They are trying to build a pool of industrial workers. Each participant would have a guaranteed job interview once finished.

Tim Bala, with LTC stated that when the school first looked at the program, he contacted placement agencies in Gainesville. Gainesville has seventeen placement agencies. Tim stated he spoke with the placement agencies and asked them what the hot jobs were in the Gainesville area. He informed the agencies about the new Basic Manufacturing Program. All of the placement agencies were very excited about the new program. The difference in LTC's program and NGTC program was that LTC's program is designed for the specific needs of the employer. John Phillips stated that with this program being a National Certification, WD funds would be able to assist customers with the cost of the training. Chair Gibby asked for clarification regarding the two programs. Mark Ivester stated that one part of the program would be working with companies and the other program would be offered to the general public. The program with the employers would be a fast track program and would be able to be completed within six weeks. For the general public, it would take twelve weeks to complete the program. Charlie Auvermann asked how the program is being funded. John Phillips stated that the schools are funding the program. WD could assist the participants with the cost of the training. Mr. Auvermann stated that he serves on the Technical Advisory Board with the High School in Dawson County and their Board had a discussion on this topic. The High Schools no longer have the capability to teach this type of program. John Phillips made the statement that with WIOA, WD would be looking into starting an incumbent worker training program. Will Wade asked how many potential employers within the GMWD area would this training

program help. Mark Ivester stated that eighteen employers were in attendance in the meeting that he had mentioned earlier which this program was generated from. The goal would be to have twenty five graduates by June 2015.

John Phillips asked Jessica Williams, Youth Case Manager Supervisor to discuss what the Youth Department was currently doing to prepare for the new changes coming with WIOA. Jessica stated that the Youth Department would be meeting with the high schools in January and February. WD would be talking to seniors at the schools to let them know the services that WD could offer them with occupational skills training. WD would also be visiting the Charter Schools and speaking with the students to let them know about programs and the services that WD offers.

Will Wade asked what the cost would be for the Basic Manufacturing Program. Mark Ivester stated that the cost would be \$2100.00 which includes each module.

Old Business

Approval of Minutes

Mike Berg made a motion to approve the minutes from the July 31, 2014 Board meeting. Charlie Auvermann seconded and motion passed unanimously.


Announcements

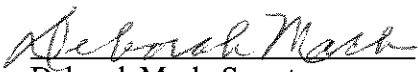
John Phillips stated that this month marks GMRCWD's third anniversary and we have seen a lot of progress and hope that the Board had seen it as well. He thanked the Board for their support.

Sam Norton invited the WD Board to the GMRC's Annual Meeting on December 5th at 4:45pm located at the Dillard House. The cost is \$40.00 per ticket.

Adjournment

Mitch Griggs made a motion to adjourn, Dean Scarborough seconded and motion passed unanimously. The meeting adjourned at 4:45pm.


Andrea Gibby, Chair


Deborah Mack, Secretary